

### ***Housing Assignment Procedures and Rules***

The time has come for change and a new adventure is about to unfold because you are in receipt of Permanent Change of Station orders. You look at your orders and you noticed you will be reporting to a unit or section of the U.S. European Command, home based in Stuttgart Germany. This is a purple community and you wonder what the housing procedures and rules are. Well, you say to yourself “they must have a website on the internet” and you begin by looking up USEUCOM.Mil and you notice links to other sites which indicate the housing is ran by the US Army, 6<sup>th</sup> Area Support Group (ASG). You click on this link and notice that there is a world of information available to you. You print the particular sheets of interest to you and you begin to comprehend what all this means. Good, the first step is completed but you are still not sure what the rules are because you are not an Army member but from one of the other services. The following procedures and Matrix applies to all purple uniform personnel assigned to the U.S. European Command in Stuttgart:

First Question: “How many bedrooms am I authorized based on my family members, **excluding spouse**”? The Matrix explains how bedroom determination is calculated based on the ages of your family members.

<b>Number of Dependents, Excluding Spouse (Note 1,2,3)</b>	<b>Number of Bedrooms</b>
<b>None or One Family Member</b>	2
<b>Two</b> except as follows:	2
■ <b>one</b> 10 years or over	3
■ <b>one</b> 6 years or over and other opposite sex	3
<b>Three</b> , except as follows:	3
■ <b>two</b> 10 years or over	4
■ <b>one</b> 10 years or over and other two opposite sex with one 6 years or over	4
<b>Four</b> , except as follows:	3
■ <b>one</b> 10 years or over	4
■ <b>one</b> 6 years or over and all of the other three opposite sex of the one	4
■ <b>two</b> 6 years or over of opposite sex and other two same sex	4
■ <b>two</b> 10 years or over and other two opposite sex with one 6 years or over	5
<b>Five</b> , except as follows:	4
■ <b>two</b> or more 10 years or over	5
■ <b>one</b> 10 years or over, with one 6 years or over and of the opposite sex of the other three	5

**NOTES:**

1. The above is based on the concept that:
  - a. The inventory does not permit one child per bedroom.
  - b. No child should share a bedroom with parents.
  - c. Not more than two children should share a bedroom.
  - d. A child of 6 years or older should not share a bedroom with a child of the opposite sex.
  - e. A dependent of age 10 or older is entitled to a separate bedroom.
2. ASG Commanders are authorized to make adjustments to this matrix as follows:
  - a. To relieve hardship, on an individual case basis.
  - b. To assign available housing that would otherwise remain vacant.
  - c. To correct an imbalance between available housing assets and existing needs.
3. If five-bedroom units are available at time of assignment or within 60 calendar days.

Second Question: “How do I fit in based on my status”? This Matrix describes the requirements for assignment to military family housing in accordance with tri-services rules and regulations.

<b>R U L E</b>	<b>A  When the person is</b>	<b>B  and</b>	<b>C  and</b>	<b>D  Then the installation commander</b>
1	Assigned/attached to the Installation for housing Support and is joined or Accompanied by family members (or family Members are en route	Is eligible and applied for adequate family housing	Adequate housing is available	May assign housing according to Chapter 2 of AFI 32-6001 and Chapter 3 of AR 210-50.
2	A bachelor or unaccompanied chaplain	Requires family housing to perform professional and pastoral duties	Has been approved for occupancy of housing	May assign housing. However, occupancy is limited to one housing unit per installation when a waiting list exists for quarters in that category. Multiply occupancy may

				be effected on a voluntary basis when more than one bachelor chaplain is assigned. AR 210-50 does not require sharing quarters.
3	An eligible military member	Is unable to obtain private housing due to discriminatory practices in the community	Housing is available	May consider assignment of housing for hardship reasons.
4	An eligible civilian employee	<p>Is an incumbent of a Key/mission essential Position</p> <hr/> <p>is authorized housing as a condition of employment</p> <hr/> <p>Is overseas and adequate housing and support facilities are not available in the private community</p> <hr/> <p>Housing is excess to military personnel</p>	Housing is available	<p>May assign housing according to the provisions of attachment 2 of AFI 32-6009 and chapter 3 of AR 210-50.</p> <p>Housing is provided on a rental basis as determined by 5 U.S.C. 5911, OMB Circular A-5 and AR 210-12.</p>
5	A family member of an eligible military member	The military member is assigned to an unaccompanied overseas tour	Housing is excess	May assign housing according to Chapter 1 of AFH 32-6009 and Chapter 3 of AR 210-50.
6	Red Cross personnel	Is on duty with the Air Force, Army, Navy or Marines	Housing is available	May assign housing on the same basis as for DOD/APF/NAF civilian employees.
7	Foreign special projects personnel	Participate in specific projects, studies, or programs mutually beneficial to the US and their parent governments	Housing is excess	May assign excess unless a MOU or MOA dictates otherwise.

8	Foreign liaison personnel Accredited by HQ USAREUR or HQ EUCOM			May assign housing in excess to requirements of military personnel assigned or attached to the installation for housing support (and authorized by HQ 6 <sup>th</sup> ASG or HQ EUCOM). (Note 2).
9	USO executive or professional staff	Is within the capabilities of the military command and not prohibited by the SOFA agreement		May assign housing on a reimbursable basis according to 5 U.S.C. 5911, OMB Circular A-5 and AR 210-12.
1	<b>Notes:</b> When family housing is assigned, reimbursement is at a rate established by the exchange officer agreement. If on a comparable basis with USAF/Army/Navy/Marines counterpart, use BAQ and VHA or OHA rates of the USAF/Army/Navy/Marines counterpart or a reasonable value determined by a fair market value assessment.			
2	When these personnel are assigned family housing, they should be charged a comparable grade or BAQ rate.			

You now say to yourself “boy that is allot to comprehend on my own, Who can I contact to assure my self I really understood what all of this means”. When you report to the In processing Center ran by the 6trh ASG, you will be allotted time to request housing and apply for the appropriate quarters for grade and category, at this time you may voice any questions you may still have with one of the professional Housing Technicians available at the Customer Service Branch, Patch Housing Office, Tel: DSN 430-5115 or Civ 0711-680-5115, Building 2318.

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